



GAIL FARBER, Director

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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September 01, 2015


The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

37 September 1, 2015


PATRICK OGAWA
ACTING EXECUTIVE OFFICER

**CONSTRUCTION-RELATED CONTRACT
AS-NEEDED TRAFFIC DESIGN SERVICES FOR
VARIOUS COUNTY PROJECTS
AWARD CONSULTANT SERVICES AGREEMENTS
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

This action is to approve 13 consultant services agreements, three of which are with small business firms, for a not-to-exceed fee of \$500,000 each for as-needed traffic design services to augment the Department of Public Works' ability to rapidly provide traffic design services to be utilized on various County projects.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the action set forth in this Board letter is not a project pursuant to the California Environmental Quality Act.
2. Award and authorize the Director of Public Works or her designee to execute consultant services agreements for a not-to-exceed amount of \$500,000 with Advantec Consulting Engineers, AECOM, Albert Grover & Associates, DKS Associates, Iteris, Kimley-Horn and Associates, KOA Corporation, Michael Baker International, Parsons-Brinkerhoff, Stantec Consulting Services, Transportation & Engineering Solutions, VA Consulting, and Willdan Engineering to provide as-needed traffic design services for various County projects for a 3-year term plus two 1-year extension options for each firm.

3. Delegate authority to the Director of Public Works or her designee to authorize additional services and extend the contract expiration date as necessary to complete additional services when those additional services are: (1) unforeseen, (2) related to a previously assigned scope of work on a given project, and (3) are necessary for the completion of that given project.

4. Delegate authority to the Director of Public Works or her designee to supplement the initial not-to-exceed amount of \$500,000 for any of the above-referenced 13 agreements by up to 10 percent per supplement based on workload requirements. Upon implementation of supplements, the not-to-exceed fee of each agreement may potentially be increased by not more than 25 percent to a maximum of \$625,000 for a potential increased aggregate total of no more than \$8,125,000. This amount represents the maximum cost Public Works anticipates for these services.

5. Delegate authority to the Director of Public Works or her designee to execute the two 1-year extension options on the above-referenced 13 agreements at the discretion of the Director of Public Works or her designee based upon the level of satisfaction with the services provided.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended consultant services agreements will augment the Department of Public Works' ability to provide as-needed traffic engineering services to be utilized on various County projects and expedite Public Works' ability to deliver traffic signal synchronization and other traffic flow improvements to various roadways and intersections Countywide.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness/Fiscal Sustainability (Goal 1) and Community Support and Responsiveness (Goal 2) by the use of as-needed consultant services agreements to better manage fluctuations and increases in workload while providing quality services in a responsive manner to our clients.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund.

Upon implementation of supplemental amendments of up to 10 percent per amendment based on workload requirements, up to 25 percent of the original contract amount, the not-to-exceed fee of each agreement may potentially be increased from \$500,000 to \$625,000 for a potential increased aggregate total of no more than \$8,125,000. This amount represents the maximum cost Public Works anticipates for these services for each contract. It is expected that the initial 3-year term will start during Fiscal Year 2015-16 and conclude in Fiscal Year 2017-18. The two 1-year options, if exercised, would be operative during Fiscal Years 2018-19 to 2019-20, inclusive.

Services will be funded by grants from the Los Angeles County Metropolitan Transportation Authority (LACMTA) or from various Public Works administered funds. For the projects described in the LACMTA Memorandum of Understandings, LACMTA will reimburse Public Works approximately 70 to 80 percent, varying by grant, of the cost of these services under the LACMTA Call for Projects Proposition C Discretionary Grant program, and 20 to 30 percent match will be financed with Proposition C Local Return funds. On an annual basis, the Board has established a \$2,500,000 top-of-pot (TOP) allocation from the County's Proposition C Local Return Fund Budget for the County's Traffic Congestion Management Program. The County match for these LACMTA grants will be

funded from this TOP allocation. Financing for traffic design services described in the LACMTA grants is included in the Proposition C Local Return Fund Fiscal Year 2015-16 Budget. Financing for other traffic design services not described in or reimbursed through LACMTA grants will be requested through the annual budget process in the appropriate Public Works administered funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in the form previously approved by County Counsel will be used. The consultant services agreements will be in compliance with the Chief Executive Officer's and the Board's requirements.

The consultant services agreements will contain terms and conditions supporting the Board's ordinances, policies, and programs including but not limited to: County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs, Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program Ordinance, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The consultants were selected upon final analysis and consideration without regard to race, creed, gender, or color. The consultant services agreements include a cost-of-living adjustment provision in accordance with Board policy, which was approved on January 29, 2002.

ENVIRONMENTAL DOCUMENTATION

Approval of the recommended action is not a project pursuant to the California Environmental Quality Act (CEQA) Guidelines because it is an activity that is excluded from the definition of project by Section 15378(b) of CEQA. The proposed action is an administrative activity of government that will not result in direct or indirect physical changes to the environment. Public Works will return to your Board as necessary for consideration of appropriate environmental documentation as required by CEQA before approval of any activities that constitute a project under CEQA.

CONTRACTING PROCESS

On September 18, 2014, Public Works issued a Request for Proposals (RFP) for as-needed traffic design services. The RFP was posted on the Doing Business with Us website and the Public Works Contract Opportunities website.

On October 23, 2014, 16 firms submitted proposals. An evaluation committee, consisting of Public Works' technical staff, evaluated the proposals as outlined in the RFP. After evaluating the written proposals, 15 firms were invited to participate in oral interviews with the evaluation committee from March 3, 2015, through March 11, 2015. The selection process identified the best-qualified firms based on their technical expertise, proposed work plan, experience, personnel qualifications, and

understanding of the work requirements and without regard to race, creed, color, or gender. Advantec Consulting Engineers, AECOM, Albert Grover & Associates, DKS Associates, Iteris, Kimley-Horn and Associates, KOA Corporation, Michael Baker International, Parsons-Brinkerhoff, Stantec Consulting Services, Transportation & Engineering Solutions, VA Consulting, and Willdan Engineering are the selected firms. Three of these recommended firms are small business firms. Public Works has determined that the firms' proposed rates for performing the services are reasonable.

The Community Business Enterprises participation data and 3-year contracting histories for the 13 selected firms are on file with Public Works.

Public Works has evaluated and determined that the Los Angeles County Code Chapter 2.2.01 (Living Wage Program) does not apply to the recommended agreements. These agreements are exempt from the requirements of Proposition A because the services are for project specific or specialized projects required on a part-time and/or intermittent basis.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services agreements. These consultant services agreements will provide necessary as-needed traffic design services to support various County projects in an efficient manner, thereby enhancing the delivery of County projects.

CONCLUSION

Please return one adopted copy of this letter to the Department of Public Works, Traffic and Lighting Division.

Respectfully submitted,

A handwritten signature in black ink that reads "Gail Farber". The signature is written in a cursive, flowing style.

GAIL FARBER

Director

GF:DRL:nh

c: Chief Executive Office (Rochelle Goff)
County Counsel
Executive Office